



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
HEADQUARTERS, DIVISION SUPPORT COMMAND
4TH INFANTRY DIVISION (MECHANIZED)
FORT HOOD, TEXAS 76544-5000

AFYB-SC-CDR

25 October 2001

MEMORANDUM FOR SEE DISTRIBUTION

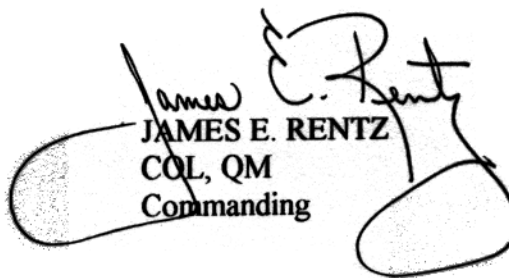
SUBJECT: SDO Recovery Time

1. The DISCOM Command Group is concerned for the safety of all personnel that have 24 hour staff duty. The necessary battalion and area inspections completed by the SDO do not allow for rest during duty. Therefore, the following policy is implemented to allow for recovery time:

- a. DISCOM SDOs with duty on Sunday through Thursday will have the next duty day off.
 - b. DISCOM SDOs with duty on Friday and Saturday have Monday off.
 - c. DISCOM SDOs with duty that falls on or before a training or calendar holiday will have the next duty day off.
2. Leadership is asked to plan accordingly and work through schedule conflicts for those who may be affected by this recovery time. Those leaders that violate this policy will have to explain to the DISCOM CDR why it has been disregarded.

3. Point of contact for this memorandum is CPT Kevin Peterson, DISCOM S2 @ 287-6868.

4. **WRANGLERS!!**


JAMES E. RENTZ
COL, QM
Commanding

Distribution:

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